



ARKANSAS
Department of Environmental Quality

MEMORANDUM

DATE: November 16, 2006

TO: Bob Hampton, Fiscal

THROUGH: Ryan Benefield, Chief, HWD

FROM: Melanie Foster, Manager, E&IB, HWD

SUBJECT: Cedar flow meter calibration

Per the Water Division, the flow meter at Cedar Chemical needs to be calibrated annually to remain in compliance with the NPDES permit during discharge events. Neither ADEQ nor the onsite operator has the expertise to calibrate the flow meter and so the job must be contracted to an outside firm. The City of West Helena uses Instrument and Supply, Inc. out of Hot Springs to calibrate their flow meters. The City is currently in need of a calibration. I contacted Instrument and Supply, Inc. and they will split the mileage and travel time charges between ADEQ and the City of West Helena if their workers perform both calibrations during one trip. Instrument and Supply, Inc. has not scheduled their trip to West Helena at this time. The purchase request lists mileage and travel time costs both to and from Cedar in the event that the coordination with the City does not work out.

Please let me know if you have any questions.